



FEDERAL ELECTION COMMISSION
WASHINGTON, D.C. 20463

RQ-2

September 22, 2009

Richard Howell Collins, Treasurer
Michael Williams for US Senate Committee
PO Box 717
Austin, TX 78767

Response Due Date:
October 27, 2009

Identification Number: C00457960

Reference: Amended April Quarterly Report (1/1/09 – 3/31/09), dated 7/17/09
July Quarterly Report (4/1/09 – 6/30/09)

Dear Treasurer:

This letter is prompted by the Commission's preliminary review of the report(s) referenced above. This notice requests information essential to full public disclosure of your federal election campaign finances. **An adequate response must be received at the Senate Public Records Office by the response date noted above. Failure to adequately respond by the response date noted above could result in an audit or enforcement action.** Additional information is needed for the following 2 item:

1. Schedule C-1 of your report fails to include certain information. Commission regulations require the signed certification of an official from the lending institution. Please amend your report to include the certification on Schedule C-1. (11 CFR § 104.3(d)(1)(v))
2. Your report contains a Schedule C-1 but does not include a copy of the loan agreement. Commission Regulations require that you submit a copy of the loan agreement with the Schedule C-1. Please amend your report to provide a copy of the loan agreement. (11 CFR § 104.3(d)(2))

Please note, you will not receive an additional notice from the Commission on this matter. Adequate responses must be received by the Commission on or before the due date noted above to be taken into consideration in determining whether audit action will be initiated. Failure to comply with the provisions of the Act may also result in an enforcement action against the committee. Any response submitted by your committee will be placed on the public record and will be considered by the Commission prior to taking enforcement action. **Requests for extensions of time in which to respond will not be considered.**

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